



INVITATION TO BID

Traverse City Area Public Schools, 1212 Cass Road, Traverse City, MI 49684 will receive sealed bid proposals until **11:00 a.m.** on **March 12, 2010**. Bids will be opened and publicly read aloud immediately following the deadline for submission for the following bid package:

THIRLBY FIELD 2010 FIELD RENOVATION

The renovation of an existing natural grass field to a synthetic turf field to accommodate football, removal of existing wood fence and installation of new PVC fence, and walkways.

1. All bids must be addressed to:

Traverse City Area Public Schools
Director of Capital Projects & Maintenance
1212 Cass Road
Traverse City, MI 49684
Attn: Paul Mahon

2. Sealed bids will be publicly opened and read aloud:

Place: Traverse City Area Public Schools
Director of Capital Projects & Maintenance
1212 Cass Road
Traverse City, MI 49684

Date: **March 12, 2010**

Time: **11:00 a.m.**

3. Questions may be addressed to:

- a. Foresite Design, Inc.
Bruce Lemons, R.L.A. (248) 547-7757
- b. Traverse City Area Public Schools
Paul Mahon (231) 933-1935

4. Bidding Documents may be viewed:

- Places:
- a. Builders Exchange of NW Michigan
 - b. Construction Association of Michigan Plan Room
 - c. <ftp://ftp.foresitedesign.com>

Date: February 19, 2010

5. Bidding Documents may be obtained:

Place: Foresite Design, Inc.
3269 Coolidge Highway
Berkley, MI 48072

Deposit: \$50.00 (NON-REFUNDABLE) **Make check payable to: Foresite Design, Inc.

Mailing Fee: \$15.00

OR

Place: Traverse City Area Public Schools
1212 Cass Road
Traverse City, MI 49684

Deposit: \$50.00 (NON-REFUNDABLE) **Make check payable to: Foresite Design, Inc.
(Pick-up Only)

6. Bonding is required as follows:

Bid Bond: 5% of the Bid Amount

Performance Bond and Labor & Material Bond: 100% of the Contract Price

7. The Bid Bond

Bid Security or Cashier's Check, or Certified Check in the amount of five percent (5%) of the bid amount shall be submitted with the "Bid Proposal Packet" and shall be made payable to Traverse City Area Public Schools and be submitted with the understanding that if his/her bid is accepted, he/she will enter into a formal contract with the Owner in accordance with the form of agreement AIA A101 and that the required Performance and Payment Bonds will be given. Bidders shall agree not to withdraw proposals for a period of sixty (60) days after date for receipt of bids.

8. The Performance Bond & Labor and Material Payment

Accepted bidders will be required to furnish in the amount of one hundred percent (100%) of the Contract Price, satisfactory Performance Bond and Labor and Material Payment Bond by a T-listed bonding company, acceptable to Traverse City Area Public Schools, within (ten) 10 days of notifications of intent to enter into a contract with Traverse City Area Public Schools. Failure to do so will result in forfeiture of the proposal guarantee.

9. Additional Pertinent Information

All applicable insurance policies will be required of each accepted bidder.

This project is not tax exempt from State Sales Tax and/or Use Tax. All materials and supplies incorporated and used in construction of the work and becoming a permanent part of this project will not be exempt from State Sales Tax and/or Use Tax. State Sales Tax/Use Tax shall be included in the bid price. All other taxes, fees, permits, etc. and shipping costs shall also be included.

10. Bidding Submittal Requirements

The Bid Proposal Packet shall be on forms furnished in these documents.

THE BID PROPOSAL PACKET MUST BE SUBMITTED IN DUPLICATE.

11. Tentative Construction Schedule:

Begin Construction for Proposal A:	GENERAL CONSTRUCTION	-	May 3, 2010
Begin Construction for Proposal B:	SYNTHETIC TURF	-	June 6, 2010
Completion of Proposal A:	GENERAL CONSTRUCTION	-	May 31, 2010
Completion of Proposal B:	SYNTHETIC TURF	-	July 1, 2010

The following Bid Proposal Packet information and Additional Information must be submitted in the following order.

1. Proposal Form
2. Bid Security
3. Familial Disclosure Statement
4. Non-Collusive Affidavit
5. Hold Harmless Agreement

All bidders must provide familial disclosure in compliance with MCL 380.1267. The bid proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the **Board of Education or TCAPS Administration**. The School District will not accept a bid proposal that does not include this sworn and notarized disclosure statement.

No bid(s) will be accepted after the above time and date. Bids received after the deadline will be returned unopened. Delivery of the bids is the responsibility of the bidder, whether by mail or in person. Also, the district is not responsible for delays or failures of any other party.

The Owner reserves the right to accept or reject any or all bids and further reserves the right to award each proposal separately and to evaluate any or all bids on factors including but not limited to low bid and to the best advantage of the Traverse City Area Public Schools

All contracts to be entered into by the Traverse City Area Public Schools must and will comply with the equal opportunity laws of the State of Michigan and Traverse City Area Public Schools.

END OF SECTION 00 1113